


Paying Chromebook Maintenance Fees Using PowerSchool Parent Portal and the MySchoolBucks Button

STEP 1:

Sign into your powerschool [Parent Portal](#):



Student and Parent Sign In

Sign In Create Account

Username

Password

[Forgot Username or Password?](#)

STEP 2:

Click the **MySchoolBucks** button on the side bar:

The screenshot shows the PowerSchool SIS interface. At the top left is the PowerSchool SIS logo. Below it is a dark blue navigation bar with the name 'Maximus'. On the left side, there is a vertical navigation menu with various icons and labels. The 'MySchoolBucks' option is highlighted with a red box. A red callout box with a white background and red border points to this button, containing the text 'Click the MySchoolBucks button on the side navigation bar'. The main content area on the right is titled 'Meal Account & Invoice Payments' and features a blue banner with the text 'Make meal account and invoice payments right from PowerSchool.' Below this, there are sections for 'Meal Account' and 'School Invoices'. The 'Meal Account' section contains a table with columns 'Student' and 'Balance'. The 'School Invoices' section contains a table with columns 'Date Added', 'Fee', 'Student', and 'Amount Due'.

PowerSchool SIS

Maximus

Navigation

- Grades and Attendance
- Class Assignments
- Grade History
- Historical Grades
- Attendance History
- Email Notification
- Teacher Comments
- Student Reports
- MySchoolBucks**
- My Schedule
- School Information
- Demographic Info
- Transportation Info

MY SCHOOL BUCKS | Meal Account & Invoice Payments

Make meal account and invoice payments right from PowerSchool.

Meal Account

Student	Balance
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School Invoices

Date Added	Fee	Student	Amount Due
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STEP 3:

Click the “**Get Started**” button: *(You only need to click the **Get Started** button once to connect MSB to your PS account.)*

PowerSchool SIS

Welcome, April Astacio-Banda | Help | Sign Out

Navigation

- Grades and Attendance
- Class Assignments
- Grade History
- Historical Grades
- Attendance History
- Email Notification
- Teacher Comments
- Student Reports
- MySchoolBucks
- My Schedule
- School Information
- Demographic Info
- Transportation Info
- Honor Roll

MY SCHOOL BUCKS | Meal Account & Invoice Payments

Go To MSB

Make meal account and invoice payments right from PowerSchool.

Get Started

Meal Account

Student	Balance

Add Funds

School Invoices

Date Added	Fee	Student	Amount Due	Status

Pay Now

Click the Get Started button

STEP 4:

Click 1 of 2 options:

1. Existing MySchoolBucks users - Click **Existing MySchoolBucks User ?** proceed to STEP 5 below.

2. New MySchoolBucks users - Click **New MySchoolBucks User ?** proceed to STEP 4a below.

STEP 4a:

**** For new users - Please click this [link](#) for our Getting Started Guides on how to register your parent account, add your child(ren), and pay fees. **** *(When you have completed the “New User Guide” you should proceed to STEP 5 below.*

NOTE: **If you do not add your child to your account, you will not see their fees******

STEP 5:

Confirm your information and click either the “**Don’t show me this again**” button or update your information and click “**Update**”.

Confirm User Profile Changes

Your linked Identity Provider has updated your new user profile information. You will be reminded the next time you log in.

If Changes need to be made, update them here and click **Update or just click **Don't Show Me This Again****

Current First Name:

New First Name:

Current Last Name:

New Last Name:

Current Email Address:

New Email Address:

Or

STEP 6:

You should now see your child's balances and can pay them by clicking the "Pay Now" button:



Meal Account & Invoice Payments

[Go To MSB](#)

Meal Account

Student	Balance		
[Redacted]	\$0.00	Sign up for Autopay	View Meal History
[Redacted]	\$3.50	Sign up for Autopay	View Meal History

[Add Funds](#)

The above balances are for the MealPay Food Service money. This money is for food /drink at the cafeteria ONLY and is not transferable for any school store items or fees.

School Invoices

Date Added	Fee	Student	Amount Due	Status
7/14/2020	Chromebook Maintenance Fee 20-21 This fee covers unintentional and non-negligent damage in addition to a yearly accidental damage waiver. This invoices is for the 20-21 school year.	[Redacted]	\$55.00	● Outstanding

[Pay Now](#)

STEP 7:

Add any or all invoices associated with your child(ren)'s account and click **“Add to Basket”** or **“Add All Invoices To Basket”** then click **“View Cart / Checkout”**:

MY SCHOOL BUCKS

School District English Help Notifications April

Home Meal Accounts School Store 0 items \$0.00

School Invoices HOME > SCHOOL INVOICES

School Invoices

Your students have one or more unpaid invoices. If you believe you are seeing this in error, please contact your school for further assistance. To view partial payment or recurring payment options (if available), select "PAYMENT OPTIONS" for the item listed.

Invoice #: inv118

Click Add To Basket button or click Add All Invoices To Basket button and then click View / Checkout

1

Add All Invoices To Basket

Add To Basket

Date Added	Fee Name	Description	Student Name	Amount
07/14/2020	Chromebook Maintenance Fee 20-21	This fee covers unintentional and non-negligent damage in addition to a yearly accidental damage waiver. This invoice is for the 20-21 school year.		\$55.00

(No payments found)

Invoice Amount \$55.00
Total Payments \$0.00
Remaining Amount \$55.00

2

Cancel View Cart / Checkout

STEP 8:

Click **“Place Order”** to confirm payment:

Confirm Order HOME > SCHOOL STORE > PLACE STORE ORDER > CONFIRM ORDER

 Please review your order and click “Place Order” to confirm.

School Invoices

NAME	STUDENT	AMOUNT
Invoice #: inv11815		\$55.00

BILL TO: Visa ending in 

Subtotal	\$55.00
Sales Tax	\$0.00
Program Fee	\$0.00
Total	\$55.00

By clicking this button, you agree to our Terms of Service

STEP 9:

You will receive a payment confirmation upon completion of the transaction. You can close this window now.

Payment Confirmation



Your payment (confirmation code: "5YZR1XJJDRG2HNC") is being processed. Thank you!

The payment will appear on your statement as "West Morris Rgnl HS District Store".

Please Note:

- You will receive an email confirmation for this payment if you have enabled payment confirmations in your [User Profile](#).
- You may check your [Order History](#) at any time for your order status.

[View School Store](#)